

POST DECREE MOTION
TO MODIFY CHILD SUPPORT AND/OR HEALTH CARE

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REQUIRED FORMS:

Motion to Modify Support and/or Health CareForm No. 3.8
Affidavit of Income, Expense & Financial Disclosure.....Form No. 7.3
Group Health Insurance AffidavitForm No. 7.16
IV-D Application.....Form ODHS 7076
Support WorksheetForm No. 7.5A or 7.6A
Data FormForm CDR 4905
Certificate of Service and Hearing NoticeForm No. 14.A
Cash Medical Support OrderForm No. 7.24
Written Request for ServiceClerk of Courts Form
CDR Form DR 43.7

* **COST:** \$125.00

* **REQUIRED COPIES:** Matters involving **child support** you will need your original Motion plus **4 copies of each page**. For all other issues, you will need your original Motion plus **3 copies of each page**.

* All Motions are first to be presented to the Court of Domestic Relations Docket Office in Room 3-46 for approval of documents and to receive a hearing date. Motions are then to be taken to the Clerk of Courts in Room 3-47 for filing and service request.

* Any document requiring notarized signature(s) must be done PRIOR to bringing paperwork to the Court for filing.

* When appearing for court date, proper attire is required (no shorts).

YOU MUST BRING TO HEARING:

Documents needed for modification or establishment of a Child Support Order pursuant to O.R.C. § 3119.05

In order for the Judge or Magistrate to accurately set a child support order, you are required to bring the following documents to verify your income and obligations to pay child or spousal support.

- 1) Pay stubs, employer statements, receipts and expense vouchers related to self-generated income, tax returns, and all supporting documentation and schedules for the tax returns;
- 2) Supporting documentation outlining pre-existing child support or spousal support obligations and verification that payments are being made. A CSEA payment record is an example of an acceptable method of documentation.;
3. Documentation of overtime, commissions, and bonuses received during the three years immediately prior to the time when the person's child support obligation is being computed. A statement from an employer is an acceptable method of documentation, if a pay stub does not specify overtime, commissions or bonuses separately from wages.

Employees of the Domestic Relations Court and the Clerk of Court are not permitted to give legal advice or answer questions regarding substantive matters relating to a particular pleading, case or litigant. If you need legal advice, consult an attorney. If you cannot afford an attorney, contact the Cincinnati Bar Association or the Legal Aid Society. If your Motion relates to the collection of child support, contact the CSEA (Child Support Enforcement Agency).